



# CITY OF SAN JOSÉ, CALIFORNIA

---

200 East Santa Clara Street – Wing, 2<sup>nd</sup> Floor  
San Jose, CA 95113  
Phone: 408-535-1265  
Fax: 408-292-6207  
E-mail: Council.Salaries@ci.sj.ca.us

## CITY COUNCIL SALARY SETTING COMMISSION

Thomas E. Cochran  
Kim Ann Skeen  
Minh Duong  
Jon Fitch

## CITY COUNCIL SALARY SETTING COMMISSION CITY OF SAN JOSÉ MINUTES OF THE COMMISSION JANUARY 3, 2007

The San José City Council Salary Setting Commission convened this day in regular session at 6:11 p.m. in Room W-242 at City Hall.

Deputy City Clerk Michelle Estabillo announced that Commissioner Philip A. Barone resigned from the Commission on January 3, 2007, and that the Civil Service Commission will be holding a special meeting on January 11, 2007, at 5:30 p.m. to appoint a commissioner to the vacancy.

### 1. SWEARING IN OF COUNCIL SALARY SETTING COMMISSIONERS

Deputy City Clerk Michelle Estabillo administered the oaths of office to reappointed Commission Member Kim A. Skeen and newly appointed Commissioners Jon C. Fitch and Minh Q. Duong.

### 2. ROLL CALL

Present: Commissioners Cochran, Duong, Fitch and Skeen  
Absent: None  
Also Present: Civil Service Commission Chair Bill Brill  
City Clerk Administrative Manager Dennis Hawkins  
Deputy Secretary Michelle Estabillo

### 3. ELECTION OF CHAIR AND VICE CHAIR

Upon motion of Commission Member Duong, seconded by Commissioner Cochran and unanimously carried, Kim Skeen was elected Vice Chair. Vote: 4-0-0. Upon motion of Commissioner Skeen, seconded by Commissioner Fitch and unanimously carried, Thomas Cochran was elected Chair. Vote: 4-0-0.

#### **4. APPROVAL OF MINUTES**

Upon motion of Commissioner Skeen, seconded by Commissioner Fitch and unanimously carried, the minutes of April 20, 2005, were approved. Vote: 4-0-0.

#### **5. INFORMATION ONLY**

Documents filed: (1) City and County of San Francisco Civil Service Commission Notice of Civil Service Commission Action dated May 19, 2004; (2) History of Mayor and Council Salaries dated July 2003; (3) Recommended Mayor and Council Salaries for FY 2005-06 and FY 2006-07 dated April 26, 2005; (4) City Council/Mayoral Salary Comparison 2005 Final report dated March 30, 2005; (5) Memorandum from former Assistant City Clerk Nancy Alford dated January 14, 1999 listing benefits received by all members of the Council; (6) Memorandum from City Attorney Richard Doyle dated December 18, 2002 regarding the Brown Act – Seriatim Meetings; and (7) Rules of Order.

#### **6. DISCUSSION REGARDING SALARY SETTING PHILOSOPHY AND PROCEDURE**

Commissioners discussed their possible fact finding approach, i.e., issuing a questionnaire, updating the Mayor/Council salary survey, and interviewing Council Members and senior staff. Discussion was held as to the available budget to conduct research and other miscellaneous items. Administrative Officer Dennis Hawkins will gather information from the Civil Service Commission requesting funds for the salary survey and miscellaneous expenses.

Commissioner Fitch suggested that the Commission look at other factors besides what was looked at in the past. He wanted to focus on the salaries of equitable position in the private sector. Commissioner Duong suggested looking at other benefits for the City Council and Mayor such as subsidizing City services and programs to them.

Commissioner Fitch expressed interest in knowing what the pay scale and list of duties of the San José Police and Fire Chief. Information was also requested on the salaries of City administrative positions. Commissioner Skeen requested that a list of past interviewees and interview questions be distributed to the Commission at the next meeting date.

#### **7. ORAL PETITIONS**

None

## **8. ADJOURNMENT**

By motion unanimously adopted, the meeting adjourned at 7:18 p.m.

---

THOMAS E. COCHRAN, CHAIR

ATTEST:

COUNCIL SALARY SETTING COMMISSION  
LEE PRICE, SECRETARY

---

Michelle Estabillo, Deputy Secretary